



STATE OF CONNECTICUT

DEPARTMENT OF EDUCATION



POSITION SPECIFICATION

REANNOUNCEMENT OF ANTICIPATED POSITION:

Chief Academic Officer (Department of Education Chief of Educational Services), Connecticut State Department of Education

REANNOUNCED WITH NEW SALARY, KNOWLEDGE, SKILL AND ABILITY AND EXPERIENCE AND TRAINING REQUIREMENTS

ABOUT THE ORGANIZATION:

The Connecticut State Department of Education is embarking on a bold and ambitious strategy for education reform. Under the leadership of newly appointed Commissioner Stefan Pryor, the department has begun a deliberate and disciplined process to tackle some of the most significant obstacles standing in the way of every student having the opportunity to graduate high school both college- and career-ready.

ABOUT THE POSITION:

This is an exciting opportunity for a results-oriented leader to improve learning outcomes for 560 thousand students, with a special focus on leading efforts to design and implement instructional strategies that help close the state's achievement gaps. Under the leadership of the Chief Academic Officer, the Connecticut State Department of Education will collaborate with local education leaders to deploy the more rigorous Common Core academic standards, design new formative and summative assessments that have benchmarks for what it means to be ready for college and career, and help ensure CT schools align curriculum and instructional practices to these important new standards and assessment. The CAO will also oversee our Literacy, Math, Early Childhood, and other initiatives aimed to measurably improve all students' readiness for success in school and career.

Key responsibilities include:

- Collaborate with state and local education leaders to lead the statewide implementation of Common Core Academic Standards to provide a consistent, clear understanding of what students are expected to learn, so

that all students graduate from high school both college- and career-ready.

- Manage a large diverse team of education professionals and operations in the areas of Standards, Assessment, Curriculum and Instruction, Early Learning and Development and Career and Technical Education, creating a culture of excellence and commitment to the Connecticut State Department of Education's mission.
- Drive efforts and formulate policy to develop and adopt robust, valid, and reliable assessments aligned to standards of excellence in all grades, including those not covered by the Common Assessment Consortia.
- Ensure the tools, resources and assessments the state adopts are relevant to instructional practice and create a full alignment across disciplines.
- Oversee partnerships with critical stakeholder groups such as parents, teachers, principals, higher education, business leaders, policymakers and associations.
- Leverage relationships with think tanks, universities, and leading education policy organizations, and education-oriented organizations such as the Common Assessment Consortium.
- Conduct research and manage the development of appropriate cut scores to ensure the standards and assessments truly reflect readiness for college or the workforce and are aligned with graduation requirements.
- Lead Connecticut's collaboration with other states on development of new summative assessments, internationally benchmarked and aligned to the Common Core, as well as efforts to help Connecticut educators develop robust strategies for expanded use of instructionally relevant formative assessment.
- Collaborate with Connecticut's educators to help them develop model curricula, providing frameworks and tool kits that can be leveraged across the state's roughly 160 school districts.

CANDIDATE

QUALIFICATIONS:

MINIMUM QUALIFICATIONS REQUIRED

Knowledge, Skill and Ability Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of relevant state and federal laws, statutes and regulations; considerable knowledge of the philosophy and methods of education with emphasis on educational administration and management; considerable knowledge of objectives and purposes of educational services and programs; considerable knowledge of public school administration; considerable oral and written communication skills; ability to plan, organize and direct work of large-scale educational services; decision making ability; ability to establish and maintain cooperative relationships with departmental professionals and administrators, administrative staff and higher education institutions, local school system, other state and federal agencies, business, industry and labor; administrative ability.

EXPERIENCE AND TRAINING:

General Experience: An earned advanced degree and twelve (12) years of professional experience in the field of Education or in a related area.

Special Experience: Three (3) years of the General Experience must have been in a managerial capacity in the development of school or district leadership or administration of a comprehensive educational program and/or services.

1. Managerial capacity is defined as full time managerial responsibility for a major program. Position will have supervisory responsibilities but the emphasis should be management activities defined as formulating goals and objectives, developing and implementing program procedures, initiating program policies, developing and/or monitoring a budget.
2. For State employees, the Special Experience is interpreted at the level of Education Bureau Chief.

Preferred experience and training:

- 10+ years of work experience with an emphasis on

student achievement and demonstrated success driving improved performance as an academic leader in a school, district, state agency or similar enterprise

- A deep passion for education, a hunger to drive systemic change, and a commitment to the belief that all students can achieve at the highest levels
 - Strong working knowledge of formative and summative assessment, curriculum and professional development, and a track record of leveraging these tools to drive differentiated instruction and student achievement gains
 - Strong critical thinking skills, the ability to select, develop and/or implement useful resources to drive improved educational outcomes
 - Demonstrated success as a manager in a school, district, state agency, or other enterprise with the ability to build and lead a team of several dozen professionals
 - Exceptional interpersonal skills, with demonstrated success navigating complex environments while building and maintaining relationships, particularly in a time of growth and change
 - Entrepreneurial and collaborative mindset with a track record of execution in a time of growth and change
 - Experience managing change in large, complex environments with multiple stakeholders and a wide array of divergent points of view
 - Professional maturity, with the ability to manage multiple competing priorities, while consistently demonstrating sound judgment and disciplined thinking
 - Strong writing, communication, and presentation skills, with an ability to motivate and inspire a diverse set of stakeholders toward a common goal
 - Extensive knowledge of the K-12 education landscape, with a knowledge of the Connecticut education landscape and Common Core Standards preferred
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LOCATION: Hartford, Connecticut

COMPENSATION: \$121,126 TO \$155,371

**QUALIFIED
INDIVIDUALS,
PLEASE APPLY
ONLINE AT:**

Interested candidates should submit a letter of application and resume with details of experience and training, three pertinent professional letters of recommendation and an Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education web site at <http://www.sde.ct.gov> to: <http://www.on-ramps.com/jobs/686>

All required documents must be submitted to be considered for interview.

Please note: The new applicant pool will include applicants who have previously applied for this vacancy. Previous applicants are not required to resubmit the required documentation.

Closing date for applications: Applications will be accepted until the position is filled.

"The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction.** Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101. Levy.Gillespie@ct.gov."

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